



# TOWN OF SIDNEY

## SECONDARY SUITE INFORMATION

Secondary Suites are permitted in certain residential zones in Sidney; consult the Town of Sidney Zoning Bylaw (Bylaw No. 2015) to determine if they are a permitted use in a specific zone. For a Secondary Suite to be considered a legal suite it must comply with Town of Sidney Zoning Bylaw No. 2015 and the BC Building Code. A Town of Sidney Building Official must inspect the suite for compliance with the Zoning Bylaw and the BC Building Code before it is considered legal.

The following is a list of some of the requirements for secondary suites within the Town of Sidney. For complete information, please contact the Town of Sidney, Development Services Department at 250-656-1725.

***NOTE: a Building Permit is required for secondary suite applications and inspections.***

### **Zoning Bylaw No. 2015 Requirements:**

- Secondary suites shall:
  - be limited to one (1) per dwelling unit;
  - be completely contained within the principal building;
  - not exceed 40% of the gross floor area of the principal building (or its respective principal dwelling unit, including the suite's floor area) or 90 square metres, whichever is lesser;
  - have their own entrance separate from that of the other dwelling unit; and
  - be self-contained. Electrical panels and laundry facilities can be shared between the principal dwelling and the secondary suite if they are located in a common area, providing that common area meets the requirements of the current B.C. Building Code.
- Either the secondary suite dwelling or the principal dwelling must be owner occupied.
- Secondary Suites must not be legally stratified separately from the principal dwelling; and are subject to a Section 219 covenant prohibiting such stratification.
- Use of a secondary suite as a Bed & Breakfast or Boarding unit is prohibited.
- 2 parking spaces are required for the principal dwelling; and
- 1 parking space is required for the secondary suite.

Note: required parking spaces must be on site, not on the municipal boulevard.

### **BC Building Code Requirements (including, but not limited to):**

- Bedrooms windows shall meet the minimum egress requirements of not less than .35 sq meters with no dimension of less than .38 metres;
- Room heights shall not be less than 2m, including under beams;
- The ceiling and common walls of the lower suite shall have a Fire Resistance Rating of not less than 30 minutes (5/8" type x drywall) in single-family dwellings, and 45 minutes in multi-family buildings;
- In single-family dwellings, smoke alarms must be hardwired and interconnected between units; and
- Units shall not share any common ducting, (heating, vacuum, etc).

Note: See Part 9.36 of the BC Building Code for more complete details.

**This document is provided for information purposes only and is not a comprehensive list of the requirements for a secondary suite. A Town of Sidney Building Official must inspect the premises to confirm that all applicable Zoning Bylaw and BC Building Code requirements are satisfied before a secondary suite is considered to be legal.**